United States Department of Agriculture
Grain Inspection, Packers and Stockyards Administration
Federal Grain Inspection Service

Directive

9180.14 5-1-97

INSPECTING EXPORT GRAIN FOR WEED AND CROP SEEDS

1. PURPOSE

This directive outlines procedures for:

a. Applicants requesting inspections of export grain for specified weed and crop seeds.

b. Official personnel forwarding composite samples of grain to the Federal Seed Laboratory.

c. The Federal Seed Laboratory inspecting and certifying the weed and crop seed content of the grain sample.

2. REPLACEMENT HIGHLIGHTS

This directive supersedes FGIS Instruction 918-14, Rev. 2, dated 11-08-85. This directive is updated to reflect organizational changes, new numbering system, and new format but does not revise policy.

3. POLICY

In many instances, an applicant for the official inspection of grain also requests an analysis for specified weed and crop seeds. This analysis may be performed on all export grain inspected under the United States Grain Standards Act, as amended (USGSA). The Agricultural Marketing Service's (AMS) Federal Seed Laboratory performs the analysis for weed and crop seeds according to the request of the applicant. The seed content analysis is performed under the authority of section 75.21 of the regulations under the Agricultural Marketing Act of 1946 (AMA). The Federal Grain Inspection Service (FGIS) and agencies work in cooperation with AMS to provide the service for forwarding samples of grain to the AMS Federal Seed Laboratory for analysis.

Distribution: A, C, E

Originating Office: SPB, FM

4. PROCEDURE

a. Applicant for Inspection. Prior to loading, the applicant for inspection shall file a written request for analysis, in duplicate, with the agency or FGIS field office that is to perform the original inspection under the USGSA.

Each request for analysis shall include:

(1) The name and address of the applicant for inspection:

(2) Kind and class of grain to be inspected and identification of the carrier;

(3) Name of each weed and crop seed to be reported; and

(4) Whether the results of the inspection are to be stated in terms of:

(a) The rate of occurrence of each weed and crop seed;

(b) The percentage of weight of each weed and crop seed; or

(c) Other (if other, specify).

(5) Whether more than one certificate is needed for the lot. If more than one certificate is required, state the number of certificates needed and the quantity of grain each certificate is to represent. No certificates will be issued which show individually or collectively a quantity of grain in excess of the quantity in the lot.

b. Agency or Field Office.

(1) Obtain a portion of the official sublot sample and composite sample as follows:

(a) Based on the size of the lot and the estimated number of sublots, establish a standard portion to be obtained from each sublot sample; for example, 50 grams, 100 grams, etc. Use an approved divider for obtaining a representative portion from each sublot sample. Combine these portions to form a composite sample. Once the lot is completed, pour the composite sample through an approved divider, repeatedly, until it is thoroughly mixed.

(b) Using an approved divider, obtain a representative portion of not less than 1,000 grams from the composite sample.

(2) Enclose the 1,000-gram composite sample in a plastic bag; secure it with a heat sealer, metal clips, or plastic ties; and identify by carrier name and date loading was completed.

(3) Complete a letter of transmittal (attachment 1).

(4) Attach the original of the request for analysis and the letter of transmittal to the plastic bag and place into a canvas mailing bag.

(a) If the canvas bag is equipped with a metal locking device, seal with a prenumbered metal seal.

(b) If the mailing bag does not have a metal clamp or similar locking device, cut several 1/2-inch slits in the canvas bag approximately 1 inch apart and 1 inch from the top of the bag. Weave the prenumbered metal seal(s) through the slits until the top is completely closed and sealed.

(5) Send the composite sample to the Federal Seed Laboratory, USDA, AMS, Building 306, Beltsville, Maryland 20705. The sealed canvas mailing bag may be delivered to the applicant, and the applicant will be responsible for delivering the sample to the Federal Seed Laboratory.

(6) Retain a copy of the applicant's request for analysis and a copy of the letter of transmittal.

c. Federal Seed Laboratory.

(1) Inspect each composite sample according to the applicant's request.

(2) Issue an official certificate. State on the certificate that the inspection for weed and crop seeds was made on a representative portion of the composite sample obtained from the lot in conjunction with an official inspection under USGSA.

(3) Do not issue a certificate if the sample arrives in the laboratory unsealed or there is evidence of seal tampering.

(4) Bill the applicant for the cost of the inspection and certification according to AMS billing procedures.

d. Fees and Charges. The fees and charges for inspection and certification are specified in sections 75.41-.47, "Fees and Charges," of the regulations under the AMA. Upon request, copies of the current fees and charges may be obtained from any FGIS field office or the AMS Federal Seed Laboratory.

David Orr, Acting Director
Field Management Division

Attachment

Letter of Transmittal 1/

Officer in Charge
USDA - AMS
Federal Seed Laboratory
Building 306
Beltsville, Maryland 20705

Dear (Officer in Charge):

The attached sample is a representative portion from a composite sample obtained during the loading of (official weight of grain in pounds or bushels) of (grade and kind of grain) on the (name of carrier) loaded at (name and location of elevator) on (date).

This sample has been sealed with (initial of agency or FGIS seal) seal no.(s) (list seal number(s)). If the sample arrives unsealed or there is any evidence of seal tampering, the representativeness of the sample shall be deemed lost.

Sincerely,

(Signature)

JOHN J. DOE
Field Office Manager

Attachment

1/ Agencies may also use the format of this letter to transmit samples to the Federal Seed Laboratory.